



DEPARTMENT OF STATE

FOREIGN SERVICE INSTITUTE

WASHINGTON, D.C.

20520

February 28, 1977

Admiral Stansfield Turner, USN
Director of Central Intelligence
Central Intelligence Agency
Washington, D. C. 20505

Dear Admiral Turner:

This is the time of year when the Senior Seminar in Foreign Policy invites selected agencies of the United States Government to nominate candidates for the next session of the Department of State's most advanced training program.

We are now making plans for the Twentieth Seminar which will begin September 6, 1977 and end June 23, 1978. I am pleased that we are able to offer the Central Intelligence Agency two spaces for the next session.

As the former Secretary of State emphasized in a letter last fall to the CIA, the Department of State is making an even greater effort this year to insure that only the best officers are chosen. A special nine-member committee, chaired by the Director General of the Foreign Service, has undertaken the most rigorous selection process in the history of the Seminar. The objective has been to make certain that the candidates chosen have the potential for Ambassadorial positions or for positions of equivalent rank in the Department of State.

To insure an equally high level of candidates from other agencies, I would like to request that CIA make a similar special effort to nominate outstanding officers. Nominations to the Senior Seminar should be viewed as means of developing the leadership of such truly outstanding officers rather than a reward for past work done.

The kind of Central Intelligence Agency candidates we would consider qualified should be:

- an officer with unquestioned potential within the Agency for promotion to positions of the highest responsibility;
- a GS-15 or GS-16;
- between age 40 and 50, preferably on the lower side.

I enclose a brochure containing a brief description of the Senior Seminar as well as biographic sketches and photographs of the 1976-77 Members. Also enclosed are statements on security clearances required and a cost statement on tuition and Seminar travel.

I look forward to your letter, which I would hope to receive by April 15, nominating two CIA officers to the 1977-78 Senior Seminar in Foreign Policy.

Sincerely yours,



Ambassador Christopher Van Hollen
Coordinator

Enclosures:

- 1) Brochure
- 2) Statement on Costs
- 3) Statement on
Security Clearances

TWENTIETH SESSION
September 6, 1977 - June 23, 1978

I. ESTIMATED PER CAPITA COSTS FOR
MEMBERS OF CIVILIAN AGENCIES

Tuition:

Sponsoring civilian agencies will pay to the Department of State, for each Member, approximately \$7500.

Domestic Travel:

In addition to tuition, there will be an assessment of approximately \$4200 per Member, payable to the Department of State, to cover transportation and per diem costs for group travel to various cities and military installations within the United States.

There is a possibility of a visit to either Alaska, Hawaii, Puerto Rico, Mexico or Canada, included in this group travel. However, such a visit outside the Continental United States would not add to the overall figure quoted above.

Travel Orders for domestic travel will be issued by the Foreign Service Institute.

Foreign Field Studies:

As part of the Seminar curriculum, Members undertake one trip individually (usually overseas) to conduct their individual investigations connected with the Case Study Project. This is usually undertaken in the spring of the year. Cost of travel in connection with the Case Study project can run as high as \$2500, depending on the itinerary.

Individual travel orders, and obligation of funds for the travel and per diem for the Case Study travel, are issued by and charged against the sponsoring agency or department.

II. SECURITY CLEARANCES

All Members of the Senior Seminar must possess TOP SECRET and "Q" Security Clearances--valid for the duration of the Seminar. These clearances are to be obtained by the sponsoring agency or department.

For Military Members and Members of the DOD, AEC Form 277 ("Standard Visit Control and Classified Access"), executed by the proper certifying official, will serve in lieu of the "Q" Clearance.

Certification of Clearance for each Seminar Nominee should be forwarded, before August 15, 1977, to:

Coordinator
Senior Seminar in Foreign Policy
Foreign Service Institute
Room 1209, SA-3
Department of State
Washington, D. C. 20520

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SENIOR
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Executive Secretary

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